

Vacant Building Registration



295 N. Harrison, Kankakee, IL 60901
Phone- (815) 936-7390, Fax- (815) 936-7314

VACANT BUILDING INFORMATION	
ADDRESS	PIN# _____ 0000
OWNER INFORMATION	
OWNER'S NAME	PHONE
ADDRESS	
LEGAL INFORMATION (If applicable)	
ATTORNEY'S NAME	
CASE NO.	PHONE
ADDRESS	
OWNER CONSENT INFORMATION	
1. This person will be responsible for accepting any notices on behalf of the owner regarding the services and procedures of the Vacant Building and Registry Regulations Ordinance No. 2009-06 2. This person must be at least 21 years of age, and reside in Kankakee County.	
NAME	PHONE
ADDRESS (PO Box Not Acceptable)	

I hereby certify that I am the owner or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. I also consent to the service of notices from the City of Kankakee by posting on the building, and shall allow for a code compliance inspection of the interior of the vacant building with a \$200.00 fee.

Applicant Signature _____ Date _____

Building Official _____ Date _____

REQUIRED FEE (THE REQUIRED FEE MUST BE PAID IN FULL AT THE TIME OF THE SUBMITTAL)			
NON-REFUNDABLE FEE	\$100.00	PAYMENT TYPE:	C/K C/S
Inspection FEE	\$200.00	PAYMENT TYPE:	C/K C/S
PAYMENT RECEIVED DATE:		PAYMENT RECEIVED BY:	

- Please reference the Ordinance No. 2009-06 for additional registration submittal requirements and restrictions. The Ordinance is located at Clerks Office or Building Safety Office.
- The vacant building registration must be renewed each year, and pay the required one hundred dollar (\$100.00) annual fee.
- An amended registration must be filed within fifteen (15) days of any change in information contained in the annual registration. A new registration is required for any change in ownership.
- A vacant building inspection is required within thirty (30) days of notice each year and a two hundred dollar (\$200.00) inspection fee.

PLEASE RETURN COMPLETED APPLICATIONS
TO THE DEPARTMENT OF BUILDING SAFETY